

CHESTERFIELD COUNTY PURCHASING DEPARTMENT
CONTRACT PRICING/INFORMATION SHEET

Troy and Banks, Inc.
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F.O.B.: Chesterfield County, Virginia
Response: As Required

CONTRACT SUBJECT: Auditing Services, Utility Bills
PRODUCT CODE: 946-20
CONTRACT PERIOD: November 6, 2015 through November 5, 2016
(Second of Five Terms)
CONTRACT NUMBER: 14-1018

INSTRUCTIONS

The using department/schools shall include the applicable contract number on each purchase requisition/purchase order.

Purchase Orders issued against the contract are limited to goods and services contained in the contract.

Inspection of all goods/services received and approval of the Contractor's invoice is the responsibility of the using departments/schools. The pricing on the invoice must be in accordance with the contract pricing.

SCOPE OF WORK

The Contractor shall provide audit services of utility bills including but not limited to electricity, natural gas, propane and street lights. The audit includes a review of past bills for overcharges and development of potential cost avoidance/cost savings strategies. The Contractor shall work with service providers to secure refunds of overcharges and to correct billing errors, negotiate a reimbursement process that is agreeable to the County and provide post-audit review to ensure corrections are completed by the service provider.

PRICING SCHEDULE

Fees charged are as follows:

- a. 24% Fixed Fee for refunds and credits received as a result of overcharges by utility service providers. The fees shall be paid after receipt of refund or credit to the County.
- b. 24% Fixed Fee for utility related cost savings realized as a result of Contractor recommendations. Fee shall be limited to 12 months following implementation of recommendations and will be based on actual savings realized by the County.
- c. For any cost savings recommendations that result in the purchase of additional equipment and/or services by the County, the cost savings shall cover the total cost of additional equipment and/or services within the first 12 months of implementation.
- d. If the total cost of additional equipment and/or services is not recovered within the first 12 month period after implementation, the Contractor shall absorb unrecovered cost of the equipment and/or services and shall not be compensated.

- e. If the total cost of the additional equipment and/or services is recovered within the first 12 months after implementation, the 24% fixed fee will be based on the savings realized for the following 12 month period.

Pricing is firm during contract term.

RENEWAL OF CONTRACT

This contract is renewable at the sole discretion of the County for four (4) additional terms of one year each.

If there are any questions regarding this contract, please contact Kimberly H. Mitchell, Principal Contract Officer, at 804-748-1701.